

City of Orange

EMPLOYMENT OPPORTUNITY

Personnel Office
(714) 744-7255
24 Hr. Jobline
(714) 744-7262

The City of Orange Invites Applications for the position of:

RESERVE POLICE OFFICER

LEVEL I SALARY: \$17.05 to \$18.84 per hour

LEVEL II SALARY: \$13.97 to \$15.43 per hour

Minimum of 16 hours per month

OPEN ON A CONTINUOUS BASIS

FINAL FILING DATE: A completed City of Orange application and copy of California P.O.S.T. Basic Academy certificate must be submitted to the Personnel Services Department. **ALL APPLICATIONS RECEIVED BY FEBRUARY 14, 2006 WILL BE SCREENED FOR THE NEXT TEST.**

DISTINGUISHING CHARACTERISTICS: **Police Reserve Officer Level I** – This is the journey level class. Incumbents perform a full range of duties with only occasional instruction or assistance. **Police Reserve Officer Level II** – Incumbents initially work under immediate supervision. As responsibilities and knowledge increase with experience, incumbents are expected to meet the requirements for and proceed to the class of Police Reserve Officer Level I.

EXAMPLE OF DUTIES: Under supervision, performs law enforcement and crime prevention duties; enforces City, County, and State laws; patrols an assigned district and responds to calls for protection of life and property; conducts preliminary investigations of possible violations of the law; investigates traffic collisions; controls traffic flow; warns against unlawful conduct; issues citations; testifies in court; prepares and submits reports; may inspect business premises; investigates suspicious persons and circumstances; gives information and directions to the public; identifies and collects evidence; apprehends and arrests criminals; attends training assignments and monthly weapons qualification; performs other related duties as assigned or required. All Reserve Officers are required to work a minimum of 16 hours per month. This includes a monthly meeting of 2 to 4 hours.

EXPERIENCE AND TRAINING REQUIREMENTS:

1. **Police Reserve Officer – Level I:** Two years of law enforcement experience required.
Police Reserve Officer – Level II: No experience required.
The following is required for Police Reserve Officer – Level I/II:
2. Graduation from high school or the equivalent.
3. Candidates must be a recent graduate of a California certified P.O.S.T. Basic Academy.
4. Must be a U.S. citizen at time of appointment.
5. At least 20 years of age at time of application and at least 21 years of age at time of appointment.
6. Must have a valid Class "C" California Driver's License with a good driving record.

SPECIAL REQUIREMENTS: Employees must meet standards of physical stature, endurance, and agility established by the City. Tasks involve frequent driving, walking and standing, and occasional running; frequent light lifting and occasional lifting of heavy objects or persons; employee must have the physical ability to apprehend and restrain subjects and to defend one's self from attack. Tasks involve the operation of vehicles, firearms, and other equipment in which manipulative skills and hand-eye coordination are important ingredients of safe and productive operations. Tasks may require exposure to extreme heat or cold, extreme weather conditions, strong odors and/or smoke, dust, or pollen. Tasks require visual, color, depth, and sound perception and discrimination as well as oral communications ability.

APPLICATION AND SELECTION PROCEDURES: Applications are accepted on a continuous basis and will remain on file until the next testing date, which is determined by the Personnel and Police Departments. Selection preference will be given to those applicants who show through their education and experience, a desire to become a professional Reserve Police Officer. Applications may be obtained from the City of Orange Personnel Services Department, 300 E. Chapman Avenue, Orange, CA 92866; the City's 24 Hour jobline at (714) 744-7262, or by accessing: www.cityoforange.org. Facsimiles will not be accepted.

Selection process will include, but may not be limited to, the following:

WRITTEN EXAMINATION - Pass/Fail – Waived for Level I; Required for Level II

PHYSICAL AGILITY TEST - Pass/Fail – Required for Level I/II unless taken with City of Orange or graduated from P.O.S.T. Academy within last 6 months of test date;

APPRAISAL INTERVIEW - 100% EOE

ABOUT THE CITY. The City of Orange, with a present population estimated at 136,700, is situated in central Orange County, approximately 32 miles southeast of Los Angeles. The City's land area is 24 square miles, with a "sphere of influence" area of 55 square miles. The City is fortunate to be located in the center of Southern California. As such, the City has become home to many leading businesses, hospitals, and commercial centers. In addition, the City has excellent educational opportunities from preschool through post-graduate programs, including Santiago Canyon College and Chapman University and its Law School. The City is served by the Orange Unified School District, which provides elementary, middle and high schools throughout the City. The City provides a full range of services for its citizens. These services include police, fire, paramedic, library, recreation and parks, planning and development, street improvements and lighting, and general administration. The City also operates a water utility and provides for refuse collection and sanitation.

EMPLOYMENT PROCEDURE:

City of Orange applications are required and can be obtained from the Personnel Department, 300 E. Chapman Avenue, Orange, CA, 92866, or by calling (714) 744-7262, or by visiting our web site at www.cityoforange.org. Completed applications must be received by the Personnel Department by the final filing date and time listed on the front of this flyer to be eligible for consideration.

An Eligibility List containing names of successful candidates will be compiled based on the results of the examination process. Unless exhausted or canceled sooner, eligibility lists are valid for a period of one year.

Offers of Employment are made only after interviews are conducted by the Department in which the vacancy exists. Names of candidates on eligibility lists are provided to the Department, which has the option to interview and appoint to fill the vacancy. Those not selected remain on the eligibility list until it expires.

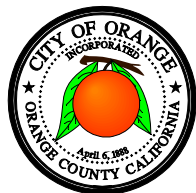
Note: In compliance with the Immigration Reform & Control Act of 1986 (IRCA), all job offers made by the City of Orange are contingent upon establishing proof of your legal right to work in the United States. The City of Orange is an Equal Opportunity Employer.

A Medical Examination including a Drug Test and Police Records Check are required of all prospective employees. Some positions also require that candidates pass a thorough background investigation.

Note: The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. The types and levels of employee benefits provided, including City contributions toward benefit costs, are subject to change as a result of periodic contract settlements between recognized employee associations and the City of Orange.

DOWNLOAD OUR CITY APPLICATION AT:

<http://www.cityoforange.org>



CITY OF ORANGE
Personnel Office
300 E. Chapman Ave.
Orange, CA 92866

TO:

Police Reserve I/II